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NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING Tuesday September 17th, 2019 @ 6:30pm

**Encino Woman's Club Room – Kitchen
4935 Balboa Blvd., Encino CA 91316**

Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Time may be adjusted at the Chair's discretion. Public is asked to fill out a speaker card and hand it to the Committee Chair prior to the public comment period. Public comment on agenda items will be heard when the item is up for discussion.

Call to Order. Roll call; determination of quorum.

Approval of August 2019 Executive Committee minutes.

Public Comment on Non-Agenda Items (10 minutes) – limit to 2 minutes per speaker, time may be adjusted at the Chair's discretion.

Motion, Discussion, and Vote may be taken on all items

1. Officer's Reports:

A. President's Report (Exec Committee) 5min

1. Presentation at ENC General Board meeting – 2020 Census

B. Vice-President's Report (Exec Committee) 5min

1. Update on committees – Review new board members on committees

C. Secretary's Report (Exec Committee) 5min

1. Review of General Board meeting minutes and Vote Count sheets – August 2019

D. Treasurer's Report & Finance Committee (10min)

1. 2019 August Monthly Expenditure Reports (MER)
2. NPG Request – New Friends Homeless Center – **Discussion and possible action**

E. Sergeant-at-Arm's Report (Exec Committee) 2min - Roster, Ethics, Funding & Code of Conduct

2. New Business Executive Committee (1 hour):

- A. Fair Representation of Organizations in Encino** – Discussion and possible action. Discussion of fair representation to the various HOAs and community groups in Encino. **MOTION; EXE-19-09-0079:**
- B. ADA Compliancy, multi-family dwellings** – Discussion and possible actions. Many multi-family dwellings in Encino are not ADA compliant due to being built prior to laws requiring ADA compliant buildings. What role does the ENC play in dealing with constituent complaints about buildings that are not ADA compliant, dealing with HOAs in condominiums and developing a formal response to concerns brought forth by constituents. **MOTION; EXE-19-09-0080:**
- C. Area 7 Alternate: Discussion and possible action:** Kris Krishna ran for the Area 7 Rep position but did not win defaulting him to be the Alternate for Area 7. Mr. Krishna has not returned emails, appeared at an ENC meeting and has violated the ENC Bylaws by failing to complete the required training within 45 days of the new board being seated and has not joined an ENC committee. The board may petition for removal but prior to removal by board member petition the ENC's Bylaws require that the board member is censured for the same violations. **MOTION; EXE-19-09-0081:**
- D. November & December General Board Meetings** – The ENC's General Board meeting usually does not meeting in December and the 4th Wednesday in November is the day before Thanksgiving. Discussion and possible action: Should we move the November meeting to the 3rd Wednesday of the month or move it to the 1st Wednesday in December? **MOTION; EXE-19-09-0082:**
- E. Spelling Correction in Standing Rules** – Section 1B in the standing rules has a spelling error. The existing word is “rime” and should read “time”. **MOTION; EXE-19-09-0084:** The ENC's Executive Committee recommends that the Bylaws Committee correct the word “rime” to “time in item 1B in the Encino Neighborhood's Standing Rules.
- F. ENC General Board Meetings 2020** – The ENC's General Board meetings are currently held on the 4th Wednesday of each month. The standing meeting dates have proven to cause issues near the end of the ENC's fiscal year, June 30th and prohibits allocating remaining funds. **Discussion and possible action:** should the General Board meetings be moved to the beginning of each month? **MOTION; EXE-19-09-0085:**
- G. San Fernando Valley Complete Count Committee** – **MOTION; EXE-19-08-0086:** The ENC Executive Committee approves joining the San Fernando Valley Complete Count Committee to assist with outreach and publicity for the 2020 US Census, as well as supporting the Census Homeless Enumeration program.

H. Review of Rules of the LA City Council as Amended January 2019:

https://clerk.lacity.org/sites/g/files/wph606/f/lacityp_026042.pdf – specifically Chapter II, pages 2-5 (supporting document, ENC Exec Committee Supporting Document 2I). **Discussion and possible action** to incorporate some of the City’s Rules into the ENC’s General Board Meetings.

MOTION; EXE-19-09-0087:

- I. **Encino Family Festival:** Discussion and possible action, the ECC is required to use water barricades to block off Ventura Blvd this year and they will need 30 barricades. Cost is \$3500-\$4000 and the ECC is asking if the ENC can assist with the cost of the barricades.

3. Review General Board Meeting Draft Agenda

4. Adjournment by 8:30pm

Next Executive Committee meeting October 15, 2019

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows: glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, Encino Community Center

· www.encinonc.org

· You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at

<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) or email via president@encinonc.org

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [encinonc.org](http://www.encinonc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) or email via president@encinonc.org

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RECONSIDERATION AND GRIEVANCE PROCESS - For information on the ENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website www.encinonc.org **SERVICIOS DE TRADUCCION:** Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Alex Garay, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal."